

Position Title: Garden Center Associate

Reports to: General Manager, Garden Center Manager & Assistant Manager

Effective Date: January 2020



Country Farms is family-owned garden center, nursery, and landscape installer for nearly 40 years. As our **Garden Center Associate** you will:

- Work closely with Garden Center Manager and Assistant Manager to complete day to day tasks and responsibilities to keep the garden center running smoothly and efficiently
- Maintain and organize displays of merchandise to improve and increase sales
- Work diligently to keep all plant material healthy and ready for sale (pruning, deadheading, proper watering, etc.)
- Greet and assist customers, answer any questions that they may have, and complete payment transactions
- Make customer feel comfortable during every aspect of their experience at Country Farms
- Communicate effectively with supervisors and co-workers; report on Garden Center status or customer concerns
- Work with all other departments in ways that minimize repetitive work or warranty/quality issues. Team work is very important to us!
- Maintain a clean and safe environment

Knowledge, Skills, and Experience

- Have an understanding and working knowledge of horticultural practices
- Ability to handle transactions accurately and responsibly
- Computer skills
- Strong communication and organizational skills
- Exceptional customer service skills

Work Environment

- Hours will range from 32 to 44 hours per week
- Must be able to work weekends
- Must be able to lift up to 50 lbs
- Associate will be required to sit, stand, walk, kneeling and crouch, and reach with arms and hands. Associate will also be required to communicate orally and in writing. Vision abilities will be dictated by the driver's license requirement.
- We are an outdoor garden center and retail office setting. Employee will be exposed to various weather conditions; wet and humid, hot or cold, snow or sleet can occur
- Associate may be exposed to homeowner's pets

Pay and Benefits

- Paid vacation after one year
- Paid holidays after one year
- Health benefits; medical, dental, and vision after 60 days
- Simple IRA Retirement plan with company contributions after one year
- Employee discounts immediately